FEDERAL CITY PERFORMING ARTS ASSOCIATION
BOARD OF DIRECTORS MEETING
Friday, November 20, 1992
Levine School of Music

MINUTES

Directors:	Present:	Brayton, Dorr, Fiorito, Gibb, Madigan, McClelland, Moore, Payich, Streit, Winter, Wolfe, Ziskind
	Absent:	Shaw (proxy assigned to Gibb)
Guests:		Bishop, Haber, Herman, Holloway, Korpon, Rosendall, Walker

The meeting was called to order at 7:32 p.m.

SECRETARY'S REPORT

Minutes for the meeting of the October 23, 1992, were reviewed. There were several minor corrections. Motion to approve as corrected: Brayton, second: Gibb. Motion accepted.

PRESIDENT'S REPORT

Streit expressed thanks to all who made the Capital Club Gala and Membership Drive such a success. He expressed thanks, too, to the Board members who joined. Payich has agreed to head up the raffle to be held in conjunction with the MOW. There seems to be some indication that a small chorus from Little Rock will perform at the inauguration. He expressed thanks to Rosendall for his efforts to secure an invitation for GMCW. Through Horsley, we expect to receive an invitation to perform at an event to be held at the National Press Club.

FINANCIAL REPORT (See attached notes)

McClelland turned first to the Annual Report distributed previously to the Directors. He called attention to the supplementary information. This is the first time that he and the auditors have included this more detailed break-out of the figures in this format.

Regarding the report for October, McClelland noted a need for a marketing strategy for concerts. We need 26.5K in concert revenue from the Holiday Concert. We have tripled our advertising revenue to 15.5K. In response to a question by Ziskind, McClelland noted that the annual audit cost $4100. He noted that the breakdown for administrative costs will be somewhat different for CFC purposes. Gibb suggested that we will receive a notification from CFC as to the amount pledged and a first installment after the first quarter. Madigan asked for a

clarification regarding the restricted funds. McClelland noted that they do serve as a reserve for the organization. The original intent was that the principal not be used for operating expenses.

There was some discussion of the mailing of the season brochure in reference to postage costs. Rosendall suggested that when doing bulk mailings, VIP should probably receive theirs by first class postage. There was a question regarding the receivables figure. McClelland noted that of the $3018, it represents 45 chorus members, 16 of which are fees from Camp Glydon and 5 are from the previous year. It appears that there are about 5 offenders, Streit noted. Streit and McClelland have been working on these individuals for months. Motion to accept: Payich, second: Brayton. Report accepted.

PRODUCTION REPORT

Korpon noted that the correct date for the Production Meeting is 11/22, not 11/27 as in Hot Notes. Production staff has met with the staff at NCCC. He has developed a draft of a gig sheet and will have it ready by Sunday. He does not see any significant problems. Korpon has GMCW penciled in at Lisner for March 24,25,26 of 1994 and June, 1994 for Pride Week-end. There has been some contact with the Warner Theatre and that will be pursued. Regarding the Holiday concert in December, 1993, Lisner is available December 16-19, 1993. He has decided to wait until after the 1992 Holiday concert at NCCC to determine whether we want to look at Lisner or look at returning to NCCC. Brayton noted that the holiday decorations at Epiphany were supplied by FCP and that we ought to donate them to Epiphany and get the credit for it.

MARCH ON WASHINGTON (see attached reports)

Herman distributed copies of his report. He expects costs for guest performers to come within the budget figure of $5000. Questions remain as to how much money will be available for week-end activities with the visiting choruses, i.e. will there be a hospitality budget, a welcome reception, busing from the airport, etc. Ziskind suggested that busing could be a logistical nightmare. Gibb suggested that the after-concert party be the focus of the activities. Moore asked whether we would be giving time during the three events for the "political types". The general sense that if so, it would be very minimal. Moore suggested that we need to decide what we can do, what is within the scope of our resources. Moore and Herman agreed to make recommendations at the next board meeting. Streit suggested that there should be two recommendations, one for a party limited to participants and another for a party to which the general public could be invited.

MUSIC DEPARTMENT
(see attached report from Repertoire Advisory Committee meeting of 11/12/92.)

Holloway reported that the idea of a script for the Holiday concert has been abandoned. The current plan is for GMCW to perform "Hidden Legacies" for the MOW. AFGM & PF will be considered a concert block for that program. In the February small ensemble concert, the four groups will be intermingled. The June Pride concert will have a musical theatre theme, looking for "gay" songs from Broadway. Discussions on a repertoire for a CD suggest a "signature" album with songs for which GMCW has become noted or are a part of our legacy. Holloway plans to have a outline for the January Board Meeting.

OTHER BUSINESS

1. Ziskind reported that 20 individuals have supplied him with new names for the mailing list. He expressed his concern about this lack of response. He distributed a memo on fund-raising parties that he and Fiorito have developed [copy attached]. He would like to see the events happen between January and March. He hopes to put together a schedule at the next board meeting.

2. Gibb raised again the issue of Board composition. His goal was to have some discussion to give the Long-Range Planning Committed some direction regarding the issue. He outlined several models that could be used. Ziskind suggested that he liked the idea of an advisory board, but that he felt that we shouldn't enlarge the size of the current Board. Madigan suggested that there are several models in arts organizations, honorary boards, governing boards, community boards, and financial boards. Brayton noted that at USDA, he uses a policy advisory committee that is selected depending on the particular skills or expertise desired. In this case USDA can control the agenda. Streit noted that the Executive Committee of FCP was looked more at the make-up of the Board itself. Many choruses are bringing in outsiders to sit on the governing board. The EXCOM had considered a 7/6 split with 6 coming from outside the chorus. The Capital Club would be a ideal place to begin to recruit such members.

McClelland noted that the Chorus needs to consider an appointed Treasurer, who is not a board member. It might even mean hiring someone to be Treasurer.

Holloway commented that he doesn't like to see this type of discussion isolated from long-range planning. He suggested that we need to be moving ahead with long range plans, i.e. music, marketing. Without that, decisions about board structure are

without point. He suggested that the GALA long-range planning document might be a good place to begin. Rosendall noted that members of a government need to be true stakeholders in the organization. It has to be more than a popularity contest. Holloway cautioned that we must not avoid thinking about a self-perpetuating board. There is a built-in resistance to the notion, but it should not be dismissed. Gibb pointed out that we have been fortunate this near with the level of commitment from Board members. We can't rely on luck. Gibb stated that he sees a role for an elected board, still there is a lot of smoozing that has to take place. It takes work to get such board members to be stakeholders.

3. Brayton reported that he is still collecting information on foreign tours for the Chorus.

4. Wolfe asked if we need to do anything more on ticket sales for the Holiday Concert. He suggested that there may be a perception that the concert is early. McClelland noted that we rely heavily on members for ticket sales. Ziskind commented that pre-selling is probably the key to success. McClelland noted that the change in venue delayed publicity. Some suggested that the level of commitment may be changing. Holloway cautioned about statements on level of commitment. Chorus members are looking for leadership. The commitment has to be clear from the leaders, he stated.

5. The topic of GALA V in Tampa was opened, in light of a recent reversal of Tampa's human rights legislation. The GALA Executive Committee has instructed the Tampa festival committee to stop work until the whole GALA Board can provide some direction. Holloway senses that the current trend is against Tampa. Rosendall warned against close votes--from his experience they can be dangerous to an organization. Madigan suggested that a boycott may not get noticed. While the participants may feel good, a boycott can only be effective when it is multiplied by other organizations.

6. Payich asked if we had any singing members who were in danger of not being able to sing due to absences. Winter responded that there are two members in that position.

7. Payich reported that he has reserved 30 tickets to **Secret Garden** at the Kennedy Center for January 6, 1993. The cost is $38.25 and the deadline for response is December 6th.

8. Bishop asked to speak to the Board. He is concerned about a lack of direction on his assignment to make photo identification boards of all members. He has taken most of the photos but has some expenses involved. McClelland suggested that there never was a question about paying Bishop's expenses, but that the only people who can may contracts on behalf of the Chorus are the President and the Treasurer. If there were not provisions in a

budget for an expense, no one can direct expenditures or make contracts. Rosendall noted that Division Heads can expend their budget.

MOTION: **That we reimburse Steve Bishop $200.00 for his expenses involved in the photo board project.** Motion: Ziskind. Second, Brayton. Motion passed.

9. Ziskind asked as to what arrangements have been made to take photos at the Holiday Concert. Korpon responded that at this point we have no arrangements. McClelland noted that over the years we have paid hundreds of dollars on photos. Rosendall commented that candid photos are helpful in getting press coverage. People have been interested in getting copies of group photos, but no one has taken the effort to organize the project. Holloway asked what it is that we can't get the issue of distributing copies of photos organized. We can handle the issue of tapes, both audio and video. Rosendall suggested that somehow it always falls between the cracks of our organization. When asked, Bishop indicated that he is not interested in such a project. Bishop indicated that he will put the surplus photos from his membership photo board project into the Chorus archives.

Motion to adjourn: Brayton, Second: Payich Passed.
Meeting adjourned at 9:42 p.m.

Next Meeting: Friday, January 8, 1993, 7:30 p.m.
Levine School of Music

Submitted by: Richard A. Dorr
FCPAA Secretary
January 9, 1993